



PROJECT

PRO-ENERGY - PROMOTING ENERGY EFFICIENCY IN PUBLIC BUILDINGS OF THE BALKAN MEDITERRANEAN TERRITORY

Work Package:	1. Project Management and Coordination
Activity:	1.3 Progress Reports
Activity Leader:	Region of Epirus - Regional Unit of Thesprotia
Deliverable:	2.1.3 Progress Reports - D.1.1.3.b. 2η περιοδική αναφορά υλοποίησης έργου PRO-ENERGY (για την περίοδο από 01/12/2020 έως 28/02/2021)

Version:	Draft 1.0	Date:	28/02/2021
Type:	Report		
Availability:	Confidential		
Responsible Partner:	Region of Epirus - Regional Unit of Thesprotia		
Editor:	TREK Development S.A.		

Interreg EUROPEAN UNION

Balkan-Mediterranean

PRO-ENERGY



pro-energy-project.eu

DISCLAIMER:

This publication has been produced with the financial assistance of the European Union under the Interreg Balkan-Mediterranean 2014-2020. The contents of this document are the sole responsibility of the Region of Epirus - Regional Unit of Thesprotia, and can under no circumstances be regarded as reflecting the position of the European Union or of the Programme's management structures.

CONTENTS

IDENTIFICATION SHEET.....	5
1. Introduction	6
1. 3 rd Progress report - 2 nd Progress report of the Regional Unit of Thesprotia.....	7

IDENTIFICATION SHEET

Project Ref. No.	BMP1/2.2/2052/2019
Project Acronym	PRO-ENERGY
Project Full Title	‘Promoting Energy Efficiency in Public Buildings of the Balkan Mediterranean territory’

Security (distribution level)	Confidential
Date of delivery	28/02/2021
Deliverable number	2.1.3 Progress Reports - D.1.1.3.b. 2η περιοδική αναφορά υλοποίησης έργου PRO-ENERGY (για την περίοδο από 01/12/2020 έως 28/02/2021)
Type	Report
Status & version	Draft 1.0
Number of pages	19
ACTIVITY contributing to the deliverable	1.3 Progress Reports
Responsible partner	Region of Epirus - Regional Unit of Thesprotia
Editor	TREK Development S.A.

1. Introduction

PRO-ENERGY is a transnational cooperation project, co-financed by the Cooperation Programme “Interreg V-B Balkan Mediterranean 2014-2020”, under Priority Axis 2, Specific Objective 2.2 Sustainable Territories. The project aims at promoting Energy Efficiency in public buildings in the Balkan Mediterranean territory and to create a practical framework of modelling and implementing energy investments interventions, through specific ICT monitoring and control systems, as well as through energy performance contracting (EPC). The specific objective of PRO-ENERGY is to reduce by more than 20% the energy spending in public buildings of the participating entities in one year after the implementation of pilot actions.

Based on the above, Work Package 1 (WP 1) “Project Management and Coordination” aims to support the Regional Unit of Thesprotia in monitoring and implementation of the physical and financial progress of the project in terms of the programmed activities and actions, as well as the administrative, financial and technical management of the project, through the preparation of appropriate progress reports according to the specifications, guides and tools of the Program Interreg V-B Balkan Mediterranean 2014-2020.

Specifically, action 1.3 “Management and Coordination” includes the support in the drafting of reports, in the financial control of the project and in certification of expenses during audits.

This deliverable is the second Project Progress Report (D.1.1.3.b), that is the contribution to the 3rd Progress report that was submitted for the second semester of 2020. The deliverable also includes the paid-out expenditure that was declared during this period via MIS. No verification took place on behalf of the Regional Unit of Thesprotia.

2. 3rd Progress report - 2nd Progress report of the Regional Unit of Thesprotia

The current deliverable is the 2nd Progress report of the Regional Unit of Thesprotia that contributed to the 3rd Progress report of the project for the second semester of 2020. More specifically:


- The third progress report of the project was submitted via the MIS on 31/01/2020 for the period 31/07/2020 until 31/12/2020.

With regard to this reporting period the second project meeting took place and specifically on 18 December 2020 via web means (zoom). The meeting was organised by the LP, supported by the technical consultant. During this meeting the issue of the absence of Albanian partner was also discussed and the decision was taken to proceed with an official communication via JS in order to resolve the issue the best possible way. Progress has been made in relation to WP2 and specifically the finalisation of the project identity and the project logo. The coordinator of this WP has also developed actions related to the website and communication plan to be finalised in the first semester of 2021. The partners discussed also progress made in WP3 and WP4 and they set the timeframes for the next period.

The following pages present the 3rd Progress report.

Paid-out expenditure that was declared during this period via MIS. No verification took place on behalf of the Regional Unit of Thesprotia. The submitted table of expenditure was submitted to the relevant unit in order to request for a first level controller to proceed with the verification of this expenditure. The table is being presented as well in the following pages.

3rd Progress Report

 <p>(to be filled in by the Lead Beneficiary)</p>	Progress Report No	3
	Date of submission	1/31/2021
	MIS Code	5049242
	Protocol Number / Date	
(INTERREG V-B) BALKAN - MEDITERRANEAN 2014-2020 PROGRESS REPORT The excel protection must not be removed Damaged progress reports will be deemed ineligible		
Form to be filled in and returned by post and e-mail to: Joint Secretariat Interreg V-B "Balkan-Mediterranean 2014-2020" 65 Georgikis Scholis Ave, 57001 – Thessaloniki, Greece Tel.: +30 2310 469600 Fax: +30 2310 469602 E-mail: balkanmed@mou.gr		
Project title	Promoting Energy Efficiency in Public Buildings of the Balkan Mediterranean Territory	
Project acronym	PRO-ENERGY	

SECTION 1 - GENERAL INFORMATION

Priority Axis	2. Environment
Thematic Objective	6 Preserving and protecting the environment and promoting resource efficiency
Investment Priority	6f Promoting innovative technologies to improve environmental protection and resource efficiency in the waste sector, water sector and with regard to soil, or to reduce air pollution
Specific Objective	2.2. Sustainable territories
Project Title	Promoting Energy Efficiency in Public Buildings of the Balkan Mediterranean Territory
Project Acronym	PRO-ENERGY
Subsidy Contract Number	BMP1/2.2/2052/2019
Lead Beneficiary	REGION OF EPIRUS - REGIONAL UNIT OF THESPROTIA
Country of Lead Beneficiary	Greece

Beneficiary No	Partner Institution (Full Name)	Country	Total Approved Budget (According to AF)
LB (PB1)	Region of Epirus - Regional Unit of Thesprotia	Greece	306,000.00 €
PB2	Development Agency of Evia SA	Greece	195,500.00 €
PB3	Cyprus Energy Agency	Cyprus	102,000.00 €
PB4	Department of Electrical and Mechanical Services - Ministry of Transport, Communications and Works	Cyprus	102,000.00 €
PB5	Regional Development Agency with Business Support Centre for Small and Medium-sized Enterprises	Bulgaria	187,000.00 €
PB6	Ministry of Infrastructure and Energy	Albania	160,000.00 €
PB7			
PB8			
PB9			
PB10			
Total ERDF			892,500.00 €
Total IPA			160,000.00 €
Total			1,052,500.00 €

Legal Representative	Name	Thomas Pitoulis		SIGNATURE STAMP
	Position	Vice-Governor of Thesprotia		
	Address	18 P. Tsaldari Str., 46100 Igoumenitsa		
	Tel No	00302665360103	Fax 00302665025032	
	E-mail	th.pitoulis@php.gov.gr		
Project Manager	Name	Dimitra Goula		
	Position	Urban Planning and Regional Development		
	Address	18 P. Tsaldari Str., 46100 Igoumenitsa		
	Tel No	00302665360103	Fax 00302665025032	
	E-mail	d.goula@php.gov.gr		
Financial Manager	Name	Chrysoula Sampani		
	Position	Economic Department		
	Address	18 P. Tsaldari Str., 46100 Igoumenitsa		
	Tel No	00302665360103	Fax 00302665025032	
	E-mail	ch.sampani@php.gov.gr		

In case of change of the contact details of legal representative, project manager and financial manager please provide the updated information

Reporting Period	Start	1/1/2020	End	6/30/2020
-------------------------	--------------	----------	------------	-----------

Project Duration	Start	9/2/2019	End	9/1/2021	Duration	24.0
-------------------------	--------------	----------	------------	----------	-----------------	------

2.1 Summary of the project's achievements so far

Please describe the main achievements from the start of the project until today with reference to the relative work packages, actions, outputs and results. This section should include the experience gained and the added-value of cooperation.
The maximum total number of characters is 2000
(please do not exceed 1000 characters in each box)

Number of characters 1620

There have been several delays since the beginning of the project further affected by the emergence of COVID-19 pandemic. In autumn 2020, LP and PP2 signed the contract with the external expertise. With regard to WP1 activities, partners met at the Kick-off meeting in 30.01.20 in Igoumenitsa. The second project meeting took place in December 2020 via web means (zoom), organised by the LP, supported by the technical consultant. During this meeting the issue of the absence of Albanian partner was also discussed and the decision was taken to proceed with an official communication via JS in order to resolve the issue the best possible way. Progress has been made in relation to WP2 and specifically the finalisation of the project identity and the project logo. The coordinator of this WP has also developed actions related to the website and communication plan to be finalised in the first semester of 2021.

With regard to WP3, CEA has assigned an external expert for the development and contribution of developing the deliverables of WP3 and First level controller through the procurement process. The external energy expert on behalf of CEA and with the contribution of EMS, delivered the deliverables D3.3.1 & D3.3.2 that were finalised by partners. Moreover, there was a contribution from the energy expert for the development of D3.3.3 & D3.3.4. PP5 is involved in implementation of the project through the appointed RDA working team under the project in accordance with the labour legislation. Achievements have been noted in all WPs including WP4 with the initial work on the identification of trainees

2.2 Summary of the project's achievements during this reporting period

Please describe the main achievements during this period.
The maximum total number of characters is 1500

Number of characters 1370

The period of July-December 2020, even though it was difficult due to COVID, and the absence of the Albanian partner, the consortium managed to proceed with the first deliverables of the WP3. Specifically, the deliverables submitted by all partners expect the Albanian's in December. This problem delayed the synthesis report of the two deliverables and the template activity's development about Joint Strategy and Framework. CEA also developed the templates for the D3.3.3 Joint Strategy and Framework and D3.3.4 Joint Criteria for the selection of the pilot buildings. In autumn 2020, LP and PP2 signed the contract with the external expertise. The second project meeting took place in December 2020 via web means, organised by the LP, supported by the technical consultant. During this meeting the issue of the absence of Albanian partner was also discussed and the decision was taken to proceed with an official communication via JS in order to resolve the issue the best possible way. Progress has been made in relation to WP2 and specifically the finalisation of the project identity and the project logo. The coordinator of this WP has also developed actions related to the website and communication plan to be finalised in the first semester of 2021. CEA presented the template for activity 3.4 and confirmed that stakeholders analysis will be similar for PP4.

2.3 Analytical description of the implemented actions, outputs and results during this reporting period with reference per work package and Beneficiaries ' involvement.

The maximum total number of characters is 4000
(please do not exceed 1000 characters in each box)

Number of characters 3258

LP signed the contract with the external expert in November 2020. During this period, the LP has managed to finalise the activities in relation to the Indicators system and quality assurance system. Also in December 2020, with the support of the technical consultant he organised the 2nd project meeting in order to discuss the issue of the absence of the Albanian partner. The PO was also present during the meeting providing valid instructions in this regard. Following that it was decided that an official communication will be sent to the Albanian Ministry via the JS. New timeframes were set for all WPs for the next period. The partner contributed for the finalisation of 3.1 and 3.2.

PP2 signed the contract with the external expert in September 2020. During this period the partner contributed to the finalisation of the project identity as well as the project logo. The website and communication plan are planned to be finalised during the first semester of 2021. The partner contributed for the finalisation of deliverables related to WP1 and WP3 as coordinated by the project partners. CEA, PP3 participated in the 2nd online project meeting with the view to discussing the development on a number of activities under all WPs. It further contributed for the development of the Communication plan, with the completion of the template Stakeholder's Analysis. CEA & EMS developed the same template and the budget for this WP will be claimed on the next financial report. CEA also declared expenses on staff cost of the realisation of activities under WP3 and signed contracts for external expertise for activities 3.1, 3.2 and 3.3.

PP4 has contributed with the coordination of PP3 to the stakeholders analysis as well as the deliverables 3.1 and 3.2. EMS continued to implement the activities regarding of the WP4: Capacity Building for Energy Managers. The consortium faced difficulties with the procurements regarding the external experts. In addition, due to COVID situation, there were delays in delivering the deliverables according to the time plan. The first draft of the deliverable D4.4.1 Identification of trainee's assessment of training needs will be submitted as agreed to the 2nd online meeting by the end of January 2021. With regard to PP5 RDA team members participated in a training under the project "Organizing and conducting trainings for energy managers on energy efficiency management and BDS EN ISO 50001 in industrial enterprises, incl.

SMEs, under the project "Increasing the capacity of SEDA for planning policies and measures for energy efficiency. Raising the awareness of Bulgarian enterprises about the potential for energy savings ". PP5 has also contributed to the finalisation of all the abovementioned deliverables. Communication and dissemination activities: Publications in Bulgarian and English on RDA website www.rda-bg.org and RDA Facebook page. Communication with relevant stakeholders, Sustainable Energy Development Agency, Regional Administrations, Municipalities of Plovdiv Region and South Central Planning region. RDA PRO-ENERGY 1ST NEWSLETTER disseminated. First draft of the Joint criteria for selecting pilot public buildings

The maximum total number of characters is 1500

Number of characters 1376

The next steps to be taken for project's implementation is complete all tasks of WP3 as follows:
 Contribution of all partners to the Joint Strategy and Action Plan for increasing energy efficiency through behavioural change
 Contribution of all partners to the definition of the joint criteria for selecting pilot public buildings
 Planning, coordination and implementation of the energy audits in the pilot public building of RDA selected, including the installation of smart meters
 Tasks from WP2
 Development of the partner's contribution to the web site and social media pages and their enrichment with content including translations of content
 Design, and production of printed material (production of 500 BG project brochures, translations of all brochures, production of 500 BG-EN bilingual joint strategy brochures and 500 BG-EN bilingual joint platform brochures, banners)
 Participation in partnership events
 WP4 tasks include:
 Identification of trainees that will participate in the training sessions (seminars, webinars etc.) and
 Development of the training curricula and material on energy related topics (contribution)
 Training seminars
 Training evaluation
 PB4, EMS: Create and publish all the tender documents for awarding to all consultant teams to fulfill the requirements of the external expertise and services required in the Work Packages 1,2,3,4 and 5.

2.5 Problems encountered and proposed solutions

The maximum total number of characters is 1500

Number of characters 766

During this period we continue to suffer limitations due to COVID 19 epidemic - Lockdowns in partners'countries. One of the most important issues that the consortium still faces is the absence of the Albanian partner that is planned to be settled the earliest the first semester of 2021. Another problem of the previous period were the delays in the procurement process for the external experts encountered by the Greek partners. This was settled with the finalisation of the subcontracting process in autumn of the same year with the external expert. Due to the delays caused by all the above, it was decided that timeframes will be transferred accordingly in order to provide partners for sufficient time to implement pending activities in the most efficient way.

2.6 Changes in the Implementation

Please state if you consider making any modifications of the approved Application Form. The project implementation must strictly follow the implementation plan of the approved Application Form. Under no circumstances changes should be made without the knowledge and approval of the Managing Authority while important changes may require the submission of a revised application form. Furthermore, important changes/modifications of the project may require the approval of the programme Monitoring Committee. Please follow the instructions provided in the Project Manual as in force.
 The maximum total number of characters is 1500

Number of characters 380

Against the background that was described above, all the deliverables will need to be rescheduled—the project coordinator suggested the proposed extension of the deadlines. During the meeting as suggested and agreed in communication with the PO, the LP will need to submit a request for a minor modification of the AF in order to include the updated timeframes as set by the SC.

SECTION 3 - INDICATORS

Priority Axis	2. Environment
Thematic Objective	6 Preserving and protecting the environment and promoting resource efficiency
Investment Priority	6f Promoting innovative technologies to improve environmental protection and resource
Specific Objective	2.2. Sustainable territories

3.1

Output Indicators				
Indicators' Title	Unit of Measurement	Target (According to Application Form)	Achieved Value (current reporting period)	Total Achieved Cumulative Value
Number of strategies/policies/plans/models and tools jointly developed and tested	Number	5.00	0.00	0.00
Number of environmental friendly technologies' implementation related to the water/waste efficient management	Number	0.00	0.00	0.00
Number of environmental friendly technologies' implementation related to climate change prevention and adaptation measures	Number	3.00	0.00	0.00

3.2

Result Indicators				
Title Indicators	Unit of Measurement	Target Value (According to Application Form)	Achieved Value (current reporting period)	Total Achieved Cumulative Value
Level of adaptation to resources efficiency and climate change resilience measures in alignment with EU policy	% of surface area of all participating countries	3.00	0.00	0.00

Table with columns for ID, Deliverable, Description, and various financial metrics (e.g., Budget, Actuals). Rows represent specific deliverables across various project phases and categories.

SECTION 5 - PUBLICITY

Please state the measures of publicity and / or measures of diffusion of information that have been carried out according to the approved Application Form, as well as any additional ones. Have EC requirements on information and publicity measures acknowledging EC Structural Fund assistance been complied with?

If yes, give details and send proofs of publicity along with the Progress Report (e.g. entries in the media, articles, albums, etc.). If no, please provide an explanation.

The maximum total number of characters is 1500
(please do not exceed 1500 characters in each box)

Number of characters ###

YES	<p>PRO-ENERGY PROJECT :</p> <p>IN ENG: http://rda-bg.org/en/index.php/projects/pro_energy; Publications: http://rda-bg.org/en/assets/files/Existing_Situation_BULGARIA_ENG.pdf and http://rda-bg.org/en/assets/files/Good_Practices_BULGARIA_ENG.pdf;</p> <p>IN BG: http://rda-bg.org/en/assets/files/Good_Practices_BULGARIA_ENG.pdf; http://rda-bg.org/assets/files/Existing_Situation_BULGARIA_BG.pdf AND http://rda-bg.org/assets/files/Good_Practices_BULGARIA_BG.pdf</p> <p>News: in English</p> <p>SECOND PARTNERSHIP MEETING UNDER THE PRO-ENERGY: http://rda-bg.org/en/index.php/news/single?id=148</p> <p>NATIONAL RECOVERY AND RESILIENCE PLAN: http://rda-bg.org/en/index.php/news/single?id=145</p> <p>TRAINING OF ENERGY MANAGERS: http://rda-bg.org/en/index.php/news/single?id=144</p> <p>PRO-ENERGY 1ST NEWSLETTER: http://rda-bg.org/en/index.php/news/single?id=143</p> <p>News: in Bulgarian</p> <p>SECOND PARTNERSHIP MEETING UNDER THE PRO-ENERGY: http://rda-bg.org/index.php/news/single?id=157</p> <p>NATIONAL RECOVERY AND RESILIENCE PLAN: http://rda-bg.org/index.php/news/single?id=152</p> <p>TRAINING OF ENERGY MANAGERS: http://rda-bg.org/index.php/news/single?id=151</p> <p>PRO-ENERGY 1ST NEWSLETTER: http://rda-bg.org/index.php/news/single?id=150</p> <p>SOCIAL MEDIA, FACEBOOK</p>
------------	---

The maximum total number of characters is 1500
(please do not exceed 1500 characters in each box)

Number of characters 0

NO	
-----------	--

I have attached the copies of the first level control verification of all partners.

Table of Verified Expenditure for the period 01/07/2019 until 23/02/2021

TABLE OF VERIFIED EXPENDITURE	
Operational Programme	26-Balkan-Mediterranean
Project Title	Promoting Energy Efficiency in Public Buildings of the Balkan Mediterranean Territory
Project Acronym	PRO-ENERGY
MIS code	5049242
Role of Beneficiary	Lead Beneficiary
Beneficiary Title	REGION OF EPIRUS
Full Name of person in charge of Beneficiary Organisation	Pitoulis Thomas
Verified Expenditure (Not including the expenditure of the current period)	
Start of Reporting Period	1/7/2019
End of Reporting Period	23/02/2021
Certificate No.	167350
Submission by the Beneficiary - Ref No:	
Controller's Full Name	

CONTRACTORS' PAYMENT DOCUMENTS				BENEFICIARY'S PAYMENT DOCUMENTS								FLC			
STAFF COSTS															
ROW NUMBER	Invoice No	Beneficiary's Name	Type of Invoice (a)	Date of Issue	Total Amount of Invoice	Date of payment	Payment Type (b)	Total	WP Deliverable No	Deliverable Title	Amount relevant to the Action	Justification/previous submissions	Eligible Expenditure	Not Eligible Expenditure	Comments
307505	Staff -cost August	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/08/2020	40.88	31/08/2020	Staff cost August	40.88	2.1	Communication plan and project identity	48.08		0.00	0.00	
3072912	Staff-Cost October	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/10/2020	647.66	31/10/2020	Staff-Cost October	647.66	3.2	Good practices selection and benchmarking	228.38		0.00	0.00	
3072913	Staff -cost August	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/08/2020	40.88	31/08/2020	Staff cost August	40.88	3.1	Existing situation analysis - energy efficiency	48.08		0.00	0.00	
3072914	Staff-Cost December	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/12/2020	244.86	31/12/2020	Staff-Cost December	244.86	1.2	Evaluation system, quality assurance and control manual	33.54		0.00	0.00	
3072915	Staff-cost September	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/09/2020	467.78	30/09/2020	Staff-cost September	467.78	2.1	Communication plan and project identity	54.09		0.00	0.00	
3072916	Staff-cost September	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/09/2020	467.78	30/09/2020	Staff-cost September	467.78	1.3	Progress reports	83.85		0.00	0.00	
3072917	Staff-cost September	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/09/2020	467.78	30/09/2020	Staff-cost September	467.78	3.1	Existing situation analysis - energy efficiency	78.00		0.00	0.00	

307298	Staff-Cost October	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/10/2020	647.66	31/10/2020	Staff-Cost October	647.66	13	Progress reports	89.44			0.00	0.00
307299	Staff-cost November	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/11/2020	612.02	30/11/2020	Staff-cost November	612.02	12	Evaluation system, quality assurance and control manual	89.44			0.00	0.00
3072920	Staff-cost November	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/11/2020	612.02	30/11/2020	Staff-cost November	612.02	2.1	Communicatio n plan and project identity	264.5			0.00	0.00
3072921	Staff-cost November	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/11/2020	612.02	30/11/2020	Staff-cost November	612.02	3.2	Good practices selection and benchmarking	108.8			0.00	0.00
3072922	Staff-Cost December	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/12/2020	244.86	31/12/2020	Staff-Cost December	244.86	2.1	Communicatio n plan and project identity	120.20			0.00	0.00
3072923	Staff-Cost December	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/12/2020	244.86	31/12/2020	Staff-Cost December	244.86	2.2	Project website (including social media)	24.04			0.00	0.00
3072924	Staff-Cost October	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/10/2020	647.66	31/10/2020	Staff-Cost October	647.66	2.1	Communicatio n plan and project identity	53.74			0.00	0.00
3072925	Staff-cost September	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/09/2020	467.78	30/09/2020	Staff-cost September	467.78	3.2	Good practices selection and benchmarking	62.27			0.00	0.00
3072926	Staff-cost August	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/08/2020	140.88	31/08/2020	Staff cost August	140.88	12	Evaluation system, quality assurance and control manual	44.72			0.00	0.00
3072927	Staff-cost November	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/11/2020	612.02	30/11/2020	Staff-cost November	612.02	3.1	Existing situation analysis - energy efficiency	150.25			0.00	0.00
3072928	Staff-Cost December	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/12/2020	244.86	31/12/2020	Staff-Cost December	244.86	14	Project meetings, participation to programme events	67.08			0.00	0.00
3072929	Staff-Cost October	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/10/2020	647.66	31/10/2020	Staff-Cost October	647.66	12	Evaluation system, quality assurance and control manual	55.90			0.00	0.00
3072930	Staff-cost September	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	30/09/2020	467.78	30/09/2020	Staff-cost September	467.78	12	Evaluatio n system, quality assurance and control manual	89.44			0.00	0.00
3072931	Staff-Cost October	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	6-STAFF PAYLIST	31/10/2020	647.66	31/10/2020	Staff-Cost October	647.66	3.1	Existing situation analysis - energy efficiency	120.20			0.00	0.00
SUBTOTALS					2,113.20			2,113.20			2,113.20			0.00	0.00

OFFICE AND ADMINISTRATIVE EXPENDITURE															
ROW NUMBER	Invoice No	Beneficiary's Name	Type of Invoice (a)	Date of issue	Total Amount of Invoice	Date of payment	Payment Type (b)	Total	WP Deliverable No	Deliverable Title	Amount relevant to the Action	Justification/ previous submissions	Eligible Expenditure	Not Eligible Expenditure	Comments
307471	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	3.2	Good practices selection and benchmarking	64.03		0.00	0.00	
307472	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	3.1	Existing situation analysis - energy efficiency	49.89		0.00	0.00	
307473	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	1.3	Progress reports	2.40		0.00	0.00	
307474	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	2.1	Communication plan and project identity	39.67		0.00	0.00	
307475	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	1.4	Project meetings, participation to programme events	17.33		0.00	0.00	
307476	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	1.2	Evaluation system, quality assurance and control manual	31.30		0.00	0.00	
307477	Office Administration (10% of Staff cost)	ΠΕΡΙΦΕΡΕΙΑ ΗΠΕΙΡΟΥ	3-OTHER	31/12/2020	211.32	31/12/2020	Office Administration (10% of Staff cost)	211.32	2.2	Project website (including social media)	6.70		0.00	0.00	
SUBTOTALS					211.32			211.32			211.32		0.00	0.00	

EXTERNAL EXPERTISE AND SERVICE COSTS															
ROW NUMBER	Invoice No	Beneficiary's Name	Type of Invoice (a)	Date of issue	Total Amount of Invoice	Date of payment	Payment Type (b)	Total	WP Deliverable No	Deliverable Title	Amount relevant to the Action	Justification/ previous submissions	Eligible Expenditure	Not Eligible Expenditure	Comments
3069067	ΤΠΥ_45	TREK ΑΝΑΠΤΥΞΙΑΚΩΝ ΥΠΟΔΟΜΩΝ ΚΑΙ ΥΠΗΡΕΣΙΩΝ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ	1-INVOICE	18/12/2020	14,012.00	18/12/2020	ΤΠΥ_45	14,012.00	3.2	Good practices selection and benchmarking	4,340.00		0.00	0.00	
3069068	ΤΠΥ_45	TREK ΑΝΑΠΤΥΞΙΑΚΩΝ ΥΠΟΔΟΜΩΝ ΚΑΙ ΥΠΗΡΕΣΙΩΝ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ	1-INVOICE	18/12/2020	14,012.00	18/12/2020	ΤΠΥ_45	14,012.00	1.3	Progress reports	1,364.00		0.00	0.00	
3069069	ΤΠΥ_45	TREK ΑΝΑΠΤΥΞΙΑΚΩΝ ΥΠΟΔΟΜΩΝ ΚΑΙ ΥΠΗΡΕΣΙΩΝ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ	1-INVOICE	18/12/2020	14,012.00	18/12/2020	ΤΠΥ_45	14,012.00	1.2	Evaluation system, quality assurance and control manual	1,240.00		0.00	0.00	
3069070	ΤΠΥ_45	TREK ΑΝΑΠΤΥΞΙΑΚΩΝ ΥΠΟΔΟΜΩΝ ΚΑΙ ΥΠΗΡΕΣΙΩΝ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ	1-INVOICE	18/12/2020	14,012.00	18/12/2020	ΤΠΥ_45	14,012.00	3.1	Existing situation analysis - energy efficiency	4,340.00		0.00	0.00	
3069071	ΤΠΥ_45	TREK ΑΝΑΠΤΥΞΙΑΚΩΝ ΥΠΟΔΟΜΩΝ ΚΑΙ ΥΠΗΡΕΣΙΩΝ ΑΝΩΝΥΜΗ ΕΤΑΙΡΕΙΑ	1-INVOICE	18/12/2020	14,012.00	18/12/2020	ΤΠΥ_45	14,012.00	1.2	Evaluation system, quality assurance and control manual	2,728.00		0.00	0.00	
SUBTOTALS					14,012.00			14,012.00			14,012.00		0.00	0.00	

TOTAL					16,336.52			16,336.52			16,336.52		0.00	0.00	
--------------	--	--	--	--	------------------	--	--	------------------	--	--	------------------	--	-------------	-------------	--

Controler's signature	Beneficiary's Stamp and Signature

Explanations	
Type of Invoice	1. Invoice 2. Services Receipt 3. Paylist (staff) 4. Accounting Documents/Statements 5. Other
Payment Type	1. Payment Order 2. Electronic money transfer 3. Balance sheet 4. Check 5. Other
Work package (WP):	1,2,3,4,5,6
No of Deliverable	No of Deliverable: (for example) 1.1.1: Work Package 1. Beneficiary 1. Deliverable number 1 of 1st WP 1.2.3: Work Package 1. Beneficiary 2. Deliverable number 3 of 1st WP